

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
May 9, 2019
10:00 a.m.

Supervisors Present

Jim Anderson, Hancock County
Charles Pugh, Hancock County
Steve Paull, Brooke County, Vice-Chairman
Cele Duvall, Ohio County
David McCardle, Marshall County, Secretary/Treasurer
Mark Fitzsimmons, Marshall County, Chairman

Supervisors Absent

Britney Hervey-Farris, Brooke County
Robert Luchetti, Ohio County

Others Present

Veronica Gibson, District Manager, WVCA
Jennifer Kile, Conservation Specialist, WVCA
Kim Fisher, Area Director, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
Kevin Paul, NRCS
David Shipman, Soil Conservationist NPCD/NRCS
Brent Lyons, Forester, WV Division of Forestry
Bob Straub, CPA, Hartley & Straub
Cole McCardle, NPCD Soil Tester

Chairman Mark Fitzsimmons called the meeting to order on Thursday, May 9, 2019 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

Pledge of Allegiance – David McCardle led the pledge of allegiance.

Minutes

Charles Pugh made a motion to approve the minutes of the April 2019 board meeting as presented. Seconded by Jim Anderson. Motion passed.

Financial Report

Bank statements were not received before the meeting date. April financials will be reported at the May board meeting.

Reports

- District Crew – No report.

- Farm Service Agency (FSA) – No report.

- WV Division of Forestry (WVDOF)
 - Brent Lyons reviewed a written report that was passed out to each supervisor.
- WV Conservation Agency (WVCA)
 - Kim Fisher reviewed the monthly agency report that was passed out to each supervisor.
 - All supervisor identification cards have expired. Photos of supervisors will be sent to Davin White.
- Natural Resource Conservation Service (NRCS)
 - Katie Fitzsimmons reviewed a monthly report that was passed out to each supervisor.
- Wheeling Creek Watershed Commission (WCWC)
 - David McCardle reported that Gene Saurborn said the process to receive bids for the installment of the boom at Wheeling Creek #3 has been started.
 - Mark Fitzsimmons went to Wheeling Creek #25 to unlock the gate for NRCS engineers. The lock was broken. It was discussed to get a better lock for the gate.
- District Manager
 - Veronica Gibson reported the following
 - Schools that participated in the poster and samara contest will need the awards presented by supervisors. Cele Duvall, Jim Anderson, Mark Fitzsimmons, and David McCardle will present the awards. Any schools that the district is unable to present awards to will be invited to the district annual banquet to receive their awards there.
 - An invoice for Mark Fitzsimmons and for Steve Mitch were received for registration for the WV Envirothon. Veronica needed to verify if Mark's invoice needed to be paid by the NPCD to the WV Envirothon or if it would be a reimbursement to Mark. Mark's invoice needs to be paid by NPCD. **David McCardle made a motion to pay the WV Envirothon registration for Steve Mitch. Seconded by Charles Pugh. Motion passed.**
 - One student received a WVACD scholarship. Mark Fitzsimmons will present the award.
- Visitors
 - Cole McCardle, summer soil tester, was introduced.
- Committee Reports
 - Building Committee – The air conditioning in half of the building is not working. It should be repaired by next week.
 - High Tunnel Committee – Mark Fitzsimmons will call Yoder's Produce regarding the installation of the cover. Outside raised beds need to be repaired and soil needs to be added to the beds. Plants will be purchased from local school nurseries if possible. **David McCardle made a motion to purchase soil from Yensen's Landscaping. Seconded by Cele Duvall. Motion passed.** Soil test results from the high tunnel have not come back from WVU soils lab.
 - Education – The district of the year contest needs to be worked on.

- Other – **Jim Anderson made a motion to spend up to \$750 for soil test supplies to be paid for from the soil survey account. Seconded by Charles Pugh. Motion passed.**

Old Business

- July 2019 WVACD Quarterly Meeting
 - Transportation and dinner were discussed.
- WVACD Annual Scholarship Auction
 - Several items have been purchased or donated for the WVACD scholarship auction. There was a discussion regarding additional items.

New Business

- FY20 District Plan of Work
 - A FY20 district plan of work meeting was held on April 30. A draft FY20 district plan of work was presented. **David McCardle made a motion to approve the FY20 District Plan of Work as presented. Seconded by Jim Anderson. Motion passed.**
- FY20 AgEP Agreement
 - Jenn Kile reviewed the changes to the FY20 AgEP agreement made by the WVCA. She reviewed the changes to the lime program as approved by the board. **David McCardle made a motion to approve the FY20 AgEP agreement as presented. Seconded by Steve Paull. Motion passed.**
- OM&R Funding – Moundsville/Marshall
 - **David McCardle made a motion to approve the OM&R funding agreement for City of Moundsville for \$1,500 as presented. Seconded by Steve Paull. Motion passed.**
- OM&R Works Orders
 - OM&R works orders were provided by WVCA for the district to submit. They need to be reviewed by the district.
- Upcoming Educational Events
 - An event will be held in the fall for adult education. Topics may include canning, high tunnel, and preserving meats. More planning is needed.
- NPCD Resource Dinner
 - A resource dinner will be held on September 25. The dinner will be for new cooperators, non-cooperators and underserved farmers.
- NPCD Annual Banquet
 - The district banquet will tentatively be held on October 10. Location has not been determined.
- Conservation Farm Tour
 - Farmers were selected for 2020 (Jeff Allen) and 2021 (Keith Hieronimus).

- Lowe & Associates Invoice
 - An invoice from Lowe and Associates for the FY18 AUP was presented in the amount of \$3,500. **Cele Duvall made a motion to pay the invoice to Lowe & Associates for the FY18 AUP in the amount of \$3,500. Seconded by Steve Paull. Motion passed.**

- Letters of Request
 - \$3,500.00 – FY18 AUP Reimbursement
 - \$37,775.00 – FY20 CD Support 1st Quarter
 - \$20,045.00 – FY20 CD Support 2nd Quarter
 - \$20,044.00 – FY20 CD Support 3rd Quarter
 - \$14,680.00 – FY20 CD Support 4th Quarter

David McCardle made a motion to approve the letters of request listed above. Seconded by Jim Anderson. Motion passed.

- New Conservation Agreement
 - William Briggs Jr & Cody Briggs/Marshall County/162 acres

David McCardle made a motion to approve William Briggs Jr & Cody Briggs as a new cooperator. Seconded by Cele Duvall. Motion passed.

- AgEP

- Payments

Name	Practice	Amount	Cost Share
Jeffery Allen	Nutrient Management	26.6 acres	\$1,070.61
Walter J. Maas	Nutrient Management	18 acres	\$126.00
Alice Joann Toth	Nutrient Management	31.01 acres	\$1,546.81
Gary Strobe	PD Fence	1,300 ft	\$2,275.00
Lewis Hopkins	PD Fence	2,200 ft	\$3,850.00
Audra Conkle	PD Fence	2,173 ft	\$3,802.75
David Henderson	PD Fence	2,200 ft	\$3,850.00
Harold Aston	PD Fence	2,200 ft	\$3,850.00
C. Keith Hieronimus	Heavy Use Protection Area	1,500 sq. ft.	\$1,980.00
Todd Quigley	Invasive Species	7.3 acres	\$463.80
Kristine Molnar	Water System	1 system	\$2,329.11
Kenneth Anderson	Lime	48.5 tons	\$873.00
John W. Miller	Lime	124.05 tons	\$2,155.37
Nikki Stevens	Lime	21.11 tons	\$418.50

Charles made a motion to pay the following for completed AgEP practices: Jeffery Allen, Walter J. Maas, Alice Joann Toth, Gary Strobe, Lewis Hopkins, Audra Conkle, David Henderson, Harold Aston, C. Keith Hieronimus, Todd Quigley, Kristine Molnar, Kenneth Anderson, John W. Miller, and Nikki Stevens. Seconded by David McCardle. Motion passed.

Correspondence

- David McCardle, Secretary, reviewed the following correspondence: 1) The Current Market Bulletin. 2) Wes Fork CD newsletter. 3) Marshall County WVU Extension newsletter.

David McCardle reported on the WVACD quarterly meeting, WV Envirothon, Grassland Contest and the upcoming NE NACD meeting.

NEXT MEETING -The next meeting will be held on Thursday, June 13, 2019 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, the meeting was adjourned at 12:10 p.m.

Mark Fitzsimmons, Chairman

David McCardle, Secretary/Treasurer

Minutes submitted by Veronica Gibson